



**CITY OF CLAYTON**  
**10 N. BEMISTON AVE., CLAYTON, MISSOURI 63105**

**APPLICATION FOR SOLICITOR'S PERMIT**

**PLEASE READ:** In order to process this application the following is required: a **VALID** state issued ID or driver's license. A recent 2x2 photo and every individual applying for a permit is required to undergo a background check.

1. Name: \_\_\_\_\_  
First Middle Last Social Security #

2. Address: \_\_\_\_\_  
Number & Street City & State Telephone No.

3. Date of birth: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

4. Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair \_\_\_\_\_

5. Name, full Address & Phone # of Employer: \_\_\_\_\_

6. Date(s) for which you are applying: \_\_\_\_\_

7. Please describe your solicitation: \_\_\_\_\_

\_\_\_\_\_  
(If additional space is needed, use back of this application.)

8. Have you ever been convicted of or arrested for any crime: NO \_\_\_\_ YES \_\_\_\_  
If yes, felony \_\_\_\_ or misdemeanor \_\_\_\_

Please explain in detail: \_\_\_\_\_

9. Vehicle information: license plate #: \_\_\_\_\_  
year: \_\_\_\_\_  
model: \_\_\_\_\_  
color: \_\_\_\_\_

**CERTIFICATE OF APPLICANT (read carefully before signing)**

I certify that I have read and understand all the provisions of the ordinance pertaining to solicitors and that I have not in the past willfully falsified an application for a permit under this ordinance or any similar ordinance in this state or any other state.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Background Check**

A background check is required for a Solicitor's Permit. Background checks are processed at the **St. Louis County Police Building located at 7900 Forsyth on the street floor, room B013**. The background check is processed while you wait. Information on fees, office hours and documentation required is available by calling (314) 615-5317.

Submit completed application, photo and police background check by mail or in person to:

Clayton City Hall  
Attn: Finance Dept.  
10 N. Bemiston Ave.  
Clayton, MO 63105

Once the application has been approved, a Solicitor's Permit will be issued. You have the option of having the permit mailed to the address on the application or you can pick it up at Clayton City Hall once you have been notified it is ready. Please note, in addition to your permit you will receive a "non-solicit list." You are not allowed to solicit at the listed addresses. Should you fail to comply, you will be held liable and subject to a ticket and fine. You may refer to Chapter 610 of the City's ordinance for additional information regarding peddlers, solicitors and canvassers.